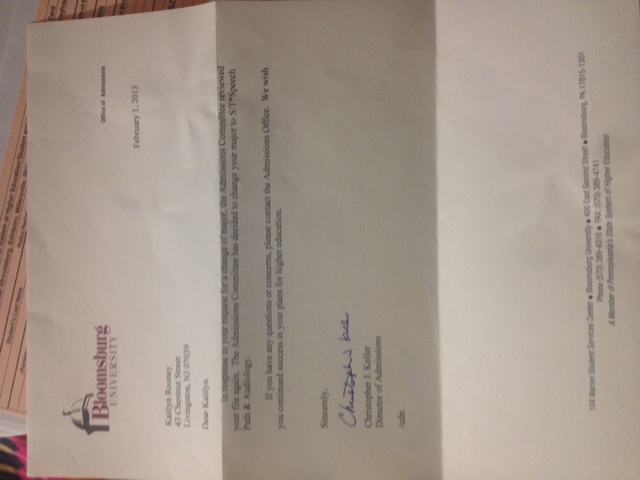
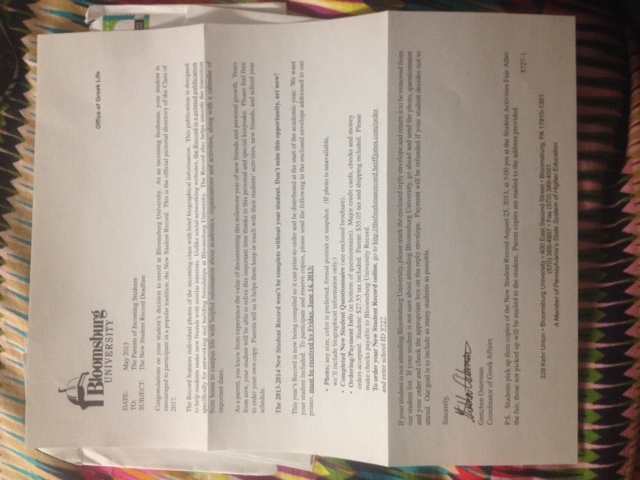


I feel as though this letter has very good use of space. I think the use of bullets and tabbing creates an easy to follow format. I also like the use of bolding certain words to distinguish the most important information. The paragraphs and information look well organized and overall the letter looks very professional.



This letter has few words and it comes across as unimportant. The use of the campus logo and a professional signature do help to stress the importance though. I think that it is well organized and that everything is placed well, including things like the date and address.



This letter, similar to the first one, uses spacing to its advantage. I think the paragraphs are spaced enough so that none of them look too long to overview. The use of bullet points clarifies what exactly is most important, as well as bolding.

All of these professional letters are from Bloomsburg University, and they are all marked well. The use of the campus logo on the top left corner shows exactly where it’s from, and all of them are correctly signed on the bottom as well as addressed properly. All of these factors prove the professionalism and stress the importance in them.